

**TOWNSHIP OF QUINCY
BRANCH COUNTY, MICHIGAN**

FINANCIAL STATEMENTS

MARCH 31, 2008

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INDEPENDENT AUDITOR'S REPORT

**To the Members of the Township Board
Township of Quincy
Branch County, Michigan**

September 9, 2008

We have audited the accompanying financial statements of each major fund of the Township of Quincy as of and for the year ended March 31, 2008, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Township's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit, also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

The accompanying financial statements do not present government-wide financial statements to display the financial position and changes in the financial position of its governmental activities. Accounting principles generally accepted in the United States of America require the presentation of government-wide financial statements. The amounts that would be reported in government-wide financial statements for the Township's governmental activities are not reasonably determinable.

In our opinion, because of the effects of the matter discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Township of Quincy as of March 31, 2008 or the changes in its financial position for the year then ended.

**To the Members of the Township Board
Township of Quincy
Branch County, Michigan**

September 9, 2008

The budgetary comparison schedules, as identified in the table of contents, are not a required part of the basic financial statements but are supplemental information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management, regarding the methods of measurement and presentation of the required supplemental information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township of Quincy's basic financial statements. The accompanying other supplemental information, as identified in the table of contents, is presented for the purpose of additional analysis is not a required part of the basic financial statements. The other supplemental information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

The accompanying financial statements do not include a management's discussion and analysis, which would present an analysis of the financial performance for the year. The Governmental Accounting Standards Board has determined that this analysis is necessary to supplement, although not required to be a part of, the basic financial statements.

A handwritten signature in cursive script that reads "Rumsey & Watkins P.C.".

RUMSEY & WATKINS, P.C.

TOWNSHIP OF QUINCY
GOVERNMENTAL FUNDS
BALANCE SHEET
MARCH 31, 2008

| | General Fund | Revolving Loan Fund | Total Governmental Funds |
|-------------------------------------|--------------------------|------------------------------------|---|
| ASSETS | | | |
| Cash and cash equivalents | \$ 166,761 | \$ - | \$ 166,761 |
| Investments | 209,597 | - | 209,597 |
| Taxes receivable | 13,186 | - | 13,186 |
| Due from other funds | 5,472 | - | 5,472 |
| Prepaid expenses | 1,521 | - | 1,521 |
| Restricted assets: | | | |
| Cash | - | 69,995 | 69,995 |
| Investments | - | 9,985 | 9,985 |
| | <hr/> | <hr/> | <hr/> |
| Total assets | <u>\$ 396,537</u> | <u>\$ 79,980</u> | <u>\$ 476,517</u> |
| | | | |
| LIABILITIES AND FUND BALANCE | | | |
| | | | |
| LIABILITIES | | | |
| Accrued expenses | \$ 20 | \$ - | \$ 20 |
| | | | |
| FUND BALANCE | | | |
| Reserved | - | 79,980 | 79,980 |
| Undesignated | <u>396,517</u> | <u>-</u> | <u>396,517</u> |
| | <hr/> | <hr/> | <hr/> |
| Total fund balance | <u>396,517</u> | <u>79,980</u> | <u>476,497</u> |
| | | | |
| Total liabilities and fund balance | <u><u>\$ 396,537</u></u> | <u><u>\$ 79,980</u></u> | <u><u>\$ 476,517</u></u> |

See Notes to Financial Statements

TOWNSHIP OF QUINCY
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED MARCH 31, 2008

| | General Fund | Revolving Loan Fund | Total Governmental Funds |
|---|-------------------------|------------------------------------|---|
| REVENUES | | | |
| Taxes | \$ 106,549 | \$ - | \$ 106,549 |
| Tax administration fee | 33,944 | - | 33,944 |
| Special assessments | 2,430 | - | 2,430 |
| Licenses and permits | 24,057 | - | 24,057 |
| State shared revenue | 186,449 | - | 186,449 |
| Charges for services | 7,767 | - | 7,767 |
| Interest earned | 14,382 | 1,268 | 15,650 |
| Reimbursements | 9,305 | - | 9,305 |
| Other | 423 | - | 423 |
| | <hr/> | <hr/> | <hr/> |
| Total revenues | 385,306 | 1,268 | 386,574 |
| EXPENDITURES | | | |
| General government | 190,984 | - | 190,984 |
| Public safety | 65,566 | - | 65,566 |
| Public works | 213,225 | - | 213,225 |
| Cultural | 13,465 | - | 13,465 |
| | <hr/> | <hr/> | <hr/> |
| Total expenditures | 483,240 | - | 483,240 |
| | <hr/> | <hr/> | <hr/> |
| Excess (deficiency) of revenues over expenditures | (97,934) | 1,268 | (96,666) |
| OTHER SOURCES | | | |
| Transfers from other funds | 5,300 | - | 5,300 |
| | <hr/> | <hr/> | <hr/> |
| Excess (deficiency) of revenues and other sources over expenditures | (92,634) | 1,268 | (91,366) |
| FUND BALANCE - BEGINNING | 489,151 | 78,712 | 567,863 |
| | <hr/> | <hr/> | <hr/> |
| FUND BALANCE - ENDING | \$ 396,517 | \$ 79,980 | \$ 476,497 |
| | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> |

See Notes to Financial Statements

TOWNSHIP OF QUINCY
FIDUCIARY FUNDS
STATEMENT OF FIDUCIARY NET ASSETS
MARCH 31, 2008

| | <u>Agency Funds</u> |
|----------------------------------|----------------------------|
| ASSETS | |
| Cash | \$ 272 |
| Restricted assets: | |
| Cash | 2,060 |
| Investments | <u>89,576</u> |
| Total assets | <u><u>\$ 91,908</u></u> |
| LIABILITIES | |
| Due to other funds | \$ 5,472 |
| NET ASSETS | |
| Private Purpose Trust Fund | <u>86,436</u> |
| Total liabilities and net assets | <u><u>\$ 91,908</u></u> |

TOWNSHIP OF QUINCY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2008

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Township of Quincy conform to generally accepted accounting principles of the United States of America as applicable to governmental units. The following is a summary of the significant accounting policies:

REPORTING ENTITY:

The Township operates under an elected board of five members and provides primarily fire protection and road maintenance and construction to the local residents. The financial statements have been prepared in accordance with criteria established by the Governmental Accounting Standards Board for determining the various governmental organizations to be included in the reporting entity. The criteria includes oversight responsibility, scope of public service and special financing relationships. There were no component units considered, under this criteria, to be included in these financial statements.

FUND FINANCIAL STATEMENTS:

Separate financial statements are provided for governmental funds and fiduciary funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND FINANCIAL STATEMENT PRESENTATION:

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Township considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, claims and judgments are recorded when payment is due.

The Township reports the following governmental funds:

General Fund is the operating fund of the Township. It is used to account for all the Township's financial resources not required to be accounted for in another fund.

Revolving Loan Fund is used to account for funds received from a federal grant. The Township uses the proceeds to maintain a permanent loan fund to assist local business entities.

TOWNSHIP OF QUINCY

NOTES TO FINANCIAL STATEMENTS – Continued FOR THE YEAR ENDED MARCH 31, 2008

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND FINANCIAL STATEMENT PRESENTATION: – Continued

Additionally, the Township reports the following fund types:

Agency Funds are used to account for assets held in trust or as an agent for others. The Agency and Tax Collection Funds are custodial in nature, assets equal liabilities, and do not involve measurement of results of operations.

ASSETS, LIABILITIES AND NET ASSETS:

Cash and Investments - Cash and cash equivalents include cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

Capital Assets - The Township implemented portions of the new financial model, as required by the provisions of GASB 34, Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments ("GASB 34"). A portion of GASB No. 34 not implemented by the Township is the government-wide financial statements which display the full accrual financial position and changes in financial position of its government activities. Since the Township did not present government-wide financial statements, the governmental activities capital assets are not reported within the Township's financial statements as of March 31, 2008.

Fund Balance - In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

Accounting Change - In June 1999, the Governmental Accounting Standards Board (GASB) issued Statement No. 34, Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments. The Township has implemented portions of GASB 34.

However, the Township did not present government-wide financial statements to display the financial position and changes in financial position using full accrual accounting for all the Township's activities. These statements would present the Township's governmental activities. In addition, the Township did not include a management's discussion and analysis, which would present an analysis of the financial performance for the year.

TOWNSHIP OF QUINCY

NOTES TO FINANCIAL STATEMENTS – Continued FOR THE YEAR ENDED MARCH 31, 2008

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

ASSETS, LIABILITIES AND NET ASSETS: – Continued

Accounting Change – Continued

Accounting principles generally accepted in the United States of America require the presentation of government-wide financial statements. The amounts that would be reported in the government-wide financial statements for the Township's governmental activities are not reasonably determinable. The Governmental Accounting Standards Board has determined that the management's discussion and analysis is necessary to supplement, although not required to be part of, the basic financial statements.

Because of the effects of the matters discussed in the preceding paragraphs, the Township's financial statements do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Township of Quincy as of March 31, 2008 or the changes in its financial position for the year then ended.

BASIS OF BUDGETING:

The Township adopted their annual budget for the General Fund and Revolving Loan Fund based on the modified accrual method of accounting. Expenditures were estimated by functional level. Once a budget is approved it can be amended at the functional level. Amendments are presented to the Board at their regular meetings. Each amendment must have Board approval. Such amendments are reflected in the official minutes of the Board, and are not made after fiscal year end as dictated by law. No revisions to the budget were made during the year.

ENCUMBRANCE ACCOUNTING:

Encumbrances are not liabilities and, therefore, are not recorded as expenditures until receipt of material or service. For budgetary purposes, appropriations lapse at fiscal year end and outstanding encumbrances at year end may be reappropriated in the next year. No reservation of fund balance equal to outstanding encumbrances at year end is required.

USE OF ESTIMATES:

The Township uses estimates and assumptions in the preparation of the financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenue and expenditures.

TOWNSHIP OF QUINCY

NOTES TO FINANCIAL STATEMENTS – Continued FOR THE YEAR ENDED MARCH 31, 2008

NOTE B - DEPOSITS AND INVESTMENTS

Michigan Compiled Laws, Section 129.91, authorizes the Township to deposit and invest in accounts of Federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States which the principal and interest is fully guaranteed by the United States, including securities issued or guaranteed by the Government National Mortgage Association; United States government of Federal agency obligation repurchase agreements; bankers' acceptance of United States banks; commercial paper rated by two standard rating agencies within the three highest classifications, which mature not more than 270 days after the date of purchase, and which involve no more than 50 percent of any one fund; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Michigan law prohibits security in the form of collateral, surety bonds, or other forms for the deposit of public money. Attorney General's Opinion No. 6168 states that public funds may not be deposited in financial institutions located in states other than Michigan.

The Township has designated financial institutions for the deposit of Township funds and has authorized the investment in certificates of deposit. The accounts maintained are checking, savings and certificates of deposit and are in accordance with statutory authority. The interest rates of the checking and savings accounts are at variable daily rates. The certificates of deposit are currently earning interest rates of 2.0% to 5.10%.

Investments consist of certificate of deposits with an original maturity date of greater than three months. The investments are carried at cost which approximates market value.

Cash and investments, as of March 31, 2008, are classified in the accompanying financial statements as follows:

| | |
|-----------------------------------|--------------------------|
| Governmental Funds | |
| Cash, including restricted | \$ 236,756 |
| Investments, including restricted | <u>219,582</u> |
| Total Governmental Funds | 456,338 |
| Fiduciary Funds | |
| Cash, including restricted | 2,332 |
| Investments, including restricted | <u>89,576</u> |
| Total Fiduciary Funds | <u>91,908</u> |
| Total cash and investments | <u><u>\$ 548,246</u></u> |

TOWNSHIP OF QUINCY

NOTES TO FINANCIAL STATEMENTS – Continued FOR THE YEAR ENDED MARCH 31, 2008

NOTE B - DEPOSITS AND INVESMENTS - Continued

Interest rate risk – In accordance with its investment policy, the Township will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in the market interest rates, by structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities in the open market and investing operating funds primarily in shorter-term securities, liquid asset funds, money market mutual funds, or similar investment pools and limiting the average maturity in accordance with the Township's cash requirements.

Credit risk – State law limits investments in commercial paper and corporate bonds to a prime or better rating issued by nationally recognized statistical rating organizations (NRSROs). The Township does not allow direct investment in commercial paper or corporate bonds.

Concentration of credit risk – The Township will minimize concentration of credit risk, which is the risk of loss attributed to the magnitude of the Township's investment in a single issuer, by diversifying the investment portfolio so that the impact of potential losses from any one type of security or issuer will be minimized.

Custodial credit risk for deposits – In the case of deposits, this is the risk that in the event of a institutional failure, the Township's deposits may not be recovered. As of March 31, 2008, \$371,163 of the Township's bank balance of \$552,140 was exposed to custodial credit risk because it was uninsured and uncollateralized. Certificates of deposit and money market accounts are included in the above totals.

Foreign currency risk – The Township is not authorized to invest in investments which have this type of risk.

NOTE C – TAXES RECEIVABLE

The Township is a general law township and levies property taxes on December 1 of each year. They are collected by the Township's treasurer from December 1 to February 28.

Taxes receivable represent real property taxes and administrative fees returned delinquent to the County of Branch. The real property taxes and administrative fees in the amount of \$13,186 will be paid to the Township by the County of Branch in April 2008.

TOWNSHIP OF QUINCY

NOTES TO FINANCIAL STATEMENTS – Continued FOR THE YEAR ENDED MARCH 31, 2008

NOTE D – DUE FROM (TO) OTHER FUNDS

The due from (to) other funds, at March 31, 2008, for the Township are as follows:

General Fund:

| | |
|-------------------------------------|-----------------|
| Due from Tax Collection Fund | \$ 272 |
| Due from Private Purpose Trust Fund | <u>5,200</u> |
| Total due to General Fund | <u>\$ 5,472</u> |

NOTE E – TRANSFER FROM (TO) OTHER FUNDS

General Fund:

| | |
|--|-----------------|
| Transfer from Private Purpose Trust Fund | <u>\$ 5,300</u> |
|--|-----------------|

NOTE F – RESTRICTED ASSETS

Restricted assets, at March 31, 2008 are as follows:

Revolving Loan Fund:

| | |
|---|------------------|
| Cash | \$ 69,995 |
| Investments | <u>9,985</u> |
| Total Revolving Loan Fund restricted assets | <u>\$ 79,980</u> |

Restricted assets and reserved fund balance in the Revolving Loan Fund are for future loans.

TOWNSHIP OF QUINCY

NOTES TO FINANCIAL STATEMENTS – Continued FOR THE YEAR ENDED MARCH 31, 2008

NOTE G – PENSION PLAN

The Township maintains a defined contribution pension plan for all eligible employees. The Township employees must have attained 21 years of age with no minimum service requirements to become fully vested. The employees are required to contribute one-fourths of the premium. Employees may make further voluntary contributions in accordance with the plan.

The total covered payroll under the pension plan for 2008 amounted to \$71,464 compared to \$94,437 of total 2008 payroll.

The Township is required to make annual contributions to the plan based on percentages at different compensation levels. The required contribution made to the plan for the year ended March 31, 2008 amounted to \$2,800.

NOTE H – RISK MANAGEMENT

The Township of Quincy is exposed to various risks of loss related to property loss, torts, errors and omissions and employee injuries. The Township has purchased commercial insurance for the coverage of the above discussed events.

TOWNSHIP OF QUINCY
REQUIRED SUPPLEMENTAL INFORMATION
GENERAL FUND
BUDGETARY COMPARISON SCHEDULE
FOR THE YEAR ENDED MARCH 31, 2008

| | <u>Budgeted Amounts</u> | | <u>Actual</u> | <u>Over (Under) Budget</u> |
|----------------------------------|-------------------------|--------------|---------------|------------------------------------|
| | <u>Original</u> | <u>Final</u> | | |
| REVENUES | | | | |
| Taxes | \$ 129,800 | \$ 129,800 | \$ 106,549 | \$ (23,251) |
| Tax administration fee | 25,000 | 25,000 | 33,944 | 8,944 |
| Special assessments | 19,270 | 19,270 | 2,430 | (16,840) |
| Licenses and permits | 20,300 | 20,300 | 24,057 | 3,757 |
| State shared revenue | 180,000 | 180,000 | 186,449 | 6,449 |
| Charges for services | 6,300 | 6,300 | 7,767 | 1,467 |
| Interest earned | 7,300 | 7,300 | 14,382 | 7,082 |
| Reimbursements | 500 | 500 | 9,305 | 8,805 |
| Other | 500 | 500 | 423 | (77) |
| | | | | |
| Total revenues | 388,970 | 388,970 | 385,306 | (3,664) |
| EXPENDITURES | | | | |
| General government | | | | |
| Township board | 96,349 | 96,349 | 36,042 | (60,307) |
| Supervisor | 12,920 | 12,920 | 12,206 | (714) |
| Elections | 7,150 | 7,150 | 3,953 | (3,197) |
| Assessor | 28,350 | 28,350 | 24,857 | (3,493) |
| Clerk | 16,376 | 16,376 | 15,340 | (1,036) |
| Treasurer | 21,316 | 21,316 | 20,415 | (901) |
| Cemetery | 70,818 | 70,818 | 78,171 | 7,353 |
| | | | | |
| Total General government | 253,279 | 253,279 | 190,984 | (62,295) |
| Public safety | | | | |
| Fire protection | 70,000 | 70,000 | 57,789 | (12,211) |
| Zoning and building | 11,857 | 11,857 | 7,777 | (4,080) |
| | | | | |
| Total Public safety expenditures | 81,857 | 81,857 | 65,566 | (16,291) |
| Public works | 234,700 | 234,700 | 213,225 | (21,475) |

TOWNSHIP OF QUINCY**REQUIRED SUPPLEMENTAL INFORMATION****GENERAL FUND****BUDGETARY COMPARISON SCHEDULE - Continued****FOR THE YEAR ENDED MARCH 31, 2008**

| | Budgeted Amounts | | | Over (Under) Budget |
|--|-------------------------|-----------------|-------------------|------------------------------------|
| EXPENDITURES - Continued | Original | Final | Actual | |
| Cultural | | | | |
| Library | 19,384 | 19,384 | 13,465 | (5,919) |
| Total expenditures | 589,220 | 589,220 | 483,240 | (105,980) |
| Excess of revenues over expenditures | (200,250) | (200,250) | (97,934) | 102,316 |
| OTHER SOURCES | | | | |
| Transfers from other funds | 4,000 | 4,000 | 5,300 | 1,300 |
| Excess of revenues and other sources over expenditures | (196,250) | (196,250) | (92,634) | 103,616 |
| FUND BALANCE - BEGINNING | 200,000 | 200,000 | 489,151 | 289,151 |
| FUND BALANCE - ENDING | <u>\$ 3,750</u> | <u>\$ 3,750</u> | <u>\$ 396,517</u> | <u>\$ 392,767</u> |

TOWNSHIP OF QUINCY
REQUIRED SUPPLEMENTAL INFORMATION
REVOLVING LOAN FUND
BUDGETARY COMPARISON SCHEDULE
FOR THE YEAR ENDED MARCH 31, 2008

| | <u>Budgeted Amounts</u> | | | <u>Over (Under) Budget</u> |
|---|-------------------------|------------------|------------------|------------------------------------|
| | <u>Original</u> | <u>Final</u> | <u>Actual</u> | |
| REVENUES | | | | |
| Interest earned | \$ - | \$ - | \$ 1,268 | \$ 1,268 |
| EXPENDITURES | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Excess of revenues over expenditures | - | - | 1,268 | 1,268 |
| FUND BALANCE - BEGINNING | <u>76,000</u> | <u>76,000</u> | <u>78,712</u> | <u>2,712</u> |
| FUND BALANCE - ENDING | <u>\$ 76,000</u> | <u>\$ 76,000</u> | <u>\$ 79,980</u> | <u>\$ 3,980</u> |

TOWNSHIP OF QUINCY
NOTES TO REQUIRED SUPPLEMENTAL INFORMATION
FOR THE YEAR ENDED MARCH 31, 2008

NOTE A - COMPLIANCE WITH STATE REGULATIONS

A comparison of actual results of operations to the budgeted amounts, at the level of control adopted by the Township, for the General Fund is presented as Required Supplemental Information. The budget is adopted on the functional level.

During the year the Township incurred expenditures that were in excess of the amounts budgeted, as follows:

| | Final Budget | Actual |
|--------------|-----------------|-----------|
| General Fund | | |
| Cemetery | \$ 70,818 | \$ 78,171 |

TOWNSHIP OF QUINCY
OTHER SUPPLEMENTAL INFORMATION
FIDUCIARY FUNDS
COMBINING STATEMENT OF NET ASSETS
MARCH 31, 2008

| | <u>Agency</u> | <u>Tax Collection</u> | <u>Private Purpose Trust</u> | <u>Total</u> |
|----------------------------------|---------------|---------------------------|--------------------------------------|------------------|
| ASSETS | | | | |
| Cash | \$ - | \$ 272 | \$ - | \$ 272 |
| Restricted assets: | | | | |
| Cash | - | - | 2,060 | 2,060 |
| Investments | - | - | 89,576 | 89,576 |
| | <u>-</u> | <u>-</u> | <u>89,576</u> | <u>89,576</u> |
| Total assets | <u>\$ -</u> | <u>\$ 272</u> | <u>\$ 91,636</u> | <u>\$ 91,908</u> |
| LIABILITIES | | | | |
| Due to other funds | \$ - | \$ 272 | \$ 5,200 | \$ 5,472 |
| NET ASSETS | <u>-</u> | <u>-</u> | <u>86,436</u> | <u>86,436</u> |
| Total liabilities and net assets | <u>\$ -</u> | <u>\$ 272</u> | <u>\$ 91,636</u> | <u>\$ 91,908</u> |

Rumsey & Watkins, P.C.

Certified Public Accountants and Business Advisors
20 Tibbits Plaza * Coldwater, Michigan 49036
Phone (517) 279-7931 * Fax (517) 278-7087

September 9, 2008

To the Members of the Township Board
Township of Quincy
Branch County, Michigan

We have audited the financial statements of each major fund of the Township of Quincy as of and for the year ended March 31, 2008. Professional standards require that we provide you with the following information related to our audit.

As stated in our engagement letter, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

We performed the audit according to the planned scope and timing previously communicated to you in our engagement letter.

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Township of Quincy are described in Note A to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The disclosures in the financial statements are neutral, consistent and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users.

As described in Note A the Township did not present government – wide financial statements to display the financial position and changes in financial position using full accrual accounting for all the Township's activities. These statements would present the Township's governmental activities. In addition, the Township did not include a management's discussion and analysis, which would present an analysis of the financial performance for the year.

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in aggregate, to the financial statements taken as a whole.

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

We have requested certain representations from management that are included in the management letter dated September 9, 2008.

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the entities financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

We generally discuss a variety of matters, including the application of accounting principles and auditing standards with management each year prior to retention as the entity's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

In planning and performing our audit of the financial statements of the Township of Quincy as of and for the year ended March 31, 2008, in accordance with auditing standards generally accepted in the United States of America, we considered Township of Quincy's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we do not express an opinion on the effectiveness of the entity's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control that we consider to be material weaknesses.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or a combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or a combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control. We believe the following deficiencies constitute material weaknesses:

1. The Township of Quincy does not have control procedures in place or a member of management with sufficient skills to prepare financial statements in accordance with U.S. generally accepted accounting principles. As is common with smaller entities, the Township of Quincy relies on its independent external auditors to assist in the preparation of the financial statements. Auditors by definition cannot be considered part of the Township of Quincy's internal controls. The Township of Quincy has evaluated the cost vs. benefit of preparing the financial statements and has determined it is in the best interest of the Township of Quincy to outsource this task to its external auditors.
2. Due to the size of staff the Township of Quincy lacks adequate segregation of duties. We understand due to the size of needed staff, a proper segregation of duties may be impractical and the cost vs. benefit relationship may not justify the addition of accounting staff to accomplish the desired segregation.

In addition, we noted other matters involving the internal control and its operation that we would like to comment on further:

COMPLIANCE WITH STATE REGULATIONS

The State of Michigan requires that local units not incur expenditures in excess of the amount appropriated. The Township, for the year ended March 31, 2008, incurred expenditures in excess of amounts appropriated at the functional level. We suggest the Township make budget amendments to adjust appropriations before expenditures are made.

REVOLVING LOAN FUND

Although, the Revolving Loan Fund is currently only recording interest income on cash accounts a separate formal approved budget is required by the State of Michigan. We recommend the Township prepare this budget to clearly show the revenues and expenditures along with a beginning and ending fund balance annually.

This communication is intended solely for the information and use of management, Members of the Township Board and others within the organization and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in dark ink, appearing to read "Rumsey & Watkins P.C.", is centered on the page.

RUMSEY & WATKINS, P.C.